

## YOUTH COMMITTEE MEETING MINUTES

### Virtual Meeting:

<https://us02web.zoom.us/j/89864508507?pwd=SVhrV21YZ1JbTBRR0xjTDVhblI5UT09>

**September 23, 2020 – 11:30 am**

#### Attendees:

##### Members:

Miracle Adkins  
Marie Caulkins  
Marsha Hopkins  
Billy Boyd  
Shannon Cole  
Shelby Ward  
Lynne Warren  
Brenda Dalin  
Rhonda McLean

##### Staff:

Kaitlin Andrews  
Jessica Williams  
Shameka Harrison  
Juston Kearby  
Angela Pugh  
Ebony Tucker

The Youth Committee met virtually through Zoom due to COVID-19.

#### **Meeting Called to Order:**

Youth Committee Chair Shelby Ward called the meeting to order and welcomed everyone in attendance. Roll was called to confirm all in attendance.

#### **New Business:**

- Program Year 2020/21 Final Performance Negotiations
  - Shelby informed the Committee that the WorkSource supervisors met with Technical College System of Georgia (TCSG) Workforce Division regarding performance negotiations on August 5, 2020. The Committee members were given a handout reflecting the new program year performance goals for Youth Services. She affirmed that none of the goals were lowered due to COVID-19 however, some of the goals were only increased by a decimal point. Shelby also made note that there are now two additional performance goals listed to be measured moving forward. The two additional goals are Median Wage and Measurable Skills Gains. Shelby explained that the staff are confident in the goals set in place for these new measures, as well as the new goals for the previous measures. (Performance measure goals attached to Minutes)
- Program Year 2019 Monitoring
  - Shelby announced that WorkSource had its annual audit/monitoring by TCSG Workforce Division September 14-18. She explained that the audit went very well with only one finding given for some missing new wording in the Youth Supportive Service Policy, which has now been rectified.
- GED Career Pathways Contracts
  - Youth Services Supervisor Jessica Williams notified the Committee that the contracts for the GED Career Pathways programs were terminated due to a 37%

cut in Youth Workforce Innovation and Opportunity Act (WIOA) funding for this program year. She continued that TCSG did, however, grant the colleges direct funding for the salaries of the staff working with the GED Career Pathways programs. This enabled the program to continue through a Memorandum of Understanding (MOU) between WorkSource Youth Services and the Technical College providers.

- Youth Committee Member Guide
  - Shelby brought attention to the Youth Committee Member Guide developed by Jessica. The intention of the Guide is to bring better understanding to the Committee members of Youth Services and requirements, Performance goals and measures, the programs that are offered, and the role of the Youth Committee and how it fits into the scope of the development and initiation of Youth Programs and Services.

### **Program Updates:**

- GED Program Update
  - Shameka Harrison, GED Monitor/Case Manager spoke on the GED Career Pathway program. She informed the Committee that we are unable to bring in new applicants at this time due to the funding cut. Shameka continued that the GED schools have reopened; however, very few of the students are attending in person class. Most of the students are still attending class virtually. There have not been many GED test completions because testing centers have not been open. She did mention that there was one completion submitted from North Georgia Technical College. Shameka discussed the program completions and exits. There were only three students who did not complete all aspects of the program. She also informed the Committee that there are some GED graduates on the new WIOA waiting list to be able to receive funding for college.
- Shift
  - Angela Pugh, Independent Living Mentor, announced that two of the Shift participants completed their GED and are transitioning to college. She also announced that three of the Shift students have gained employment. Angela informed the Committee that three of the Shift participants incarcerated at the Regional Youth Detention Center (RYDC) have received their GED through the WIOA sponsored Transition to Success program housed inside the RYDC. There are currently seven applicants on the waiting list for the Shift program.
- College Updates
  - Ebony Tucker, Senior Case Manager, informed the Committee that one student from North Georgia Tech GED Career Pathways and seven from Lanier Tech GED Career Pathways have completed their GEDs and transitioned to college.

Ebony continued that she has 17 completions who have received a certification or degree and are currently employed.

- Workshops & MEC Updates
  - Kaitlin Andrews, Program Assistant explained to the Committee that she is doing workshops differently due to COVID-19 and many of the schools not allowing guests. She continued that she has already hosted virtual interviewing workshops in Dawson and Forsyth Counties.
  - Kaitlin also informed the Committee that the Mountain Education Charter (MEC) schools reopened the week of September 12<sup>th</sup> for in-person classes three times a week. Virtual/online classes are still available. She was pleased to announce that two of the MEC students with WIOA completed their high school diploma this summer and immediately transitioned into North Georgia Technical College. One of the students is maintaining a straight A grade average.
  
- Intake Updates
  - Juston Kearby, Intake Assistant, stated that due to the budgetary restraints we have not been able to accept new applications for services at this time. However, he has been responsible for the upkeep of a waiting list. When WorkSource can accept new applications again, he will be able to notify the potential participants. He is currently working on Follow Up files. These are the files for the participants who have completed their programs and/or have been exited. He is responsible for doing a 12-month follow up to provide resources and gain information on employment status.
  
- Committee Member Updates
  - Shelby Ward offered an opportunity for any Committee members to share any updates. There were no updates offered by members.
  - Billy Boyd, Habersham United Way Director, acknowledged how different fundraising efforts are this year for United Way due to COVID-19. It has been a challenge for them to navigate virtual fundraisers versus in person events. However, they have planned some outdoor fundraising events to make things a little easier. He stated that they are still able to provide funding to their agencies, and that they received COVID-19 relief funds from the North Georgia Community Foundation and from a local foundation in Habersham. Billy continued that the prominent need for which they are receiving requests is food. The United Way was able to release some of the COVID-19 relief funding they received to local churches that are providing food to the community.
  - Lynne Warren, White County Work-Based Learning Instructor, announced that White County High School started a Firefighter program in collaboration with the White County Fire Department. There are five students currently involved in the program. She explained that this is a Firefighter I Program, and participants can be certified when they are 18 years of age.
  - Miracle Adkins, Vocational Rehabilitation Services, mentioned that they are not currently working in the office. Since their offices are at the Department of Labor, they are still working from home. She stated that they have been able to do some

face-to-face meetings with clients if they are able to find a place to meet with them. Otherwise, they meet with clients virtually or through phone calls.

- Marsha Hopkins, Hopkins and Associates, announced the job board found on the One-Stop website.
- Rhonda McLean with Freudenberg-NOK mentioned the need they have for entry level workers. They are very short handed due to COVID-19 and the unemployment insurance benefits. She continued that it is very difficult for them to find workers. There was open discussion with the Committee on the requirements for someone to be hired. Rhonda explained that they must be 18 years of age and pass drug screening. They also have to pass a background check and cannot have felonies or violent crimes on their records.
- Brenda Dalin with Ninth District announced that they are gearing up for their Winter energy assistance program.
- Shannon Cole with Lanier Technical College informed the Committee that they have had one testing center open; however, they are opening three more sites for GED testing. They now have limited in-person classes and are still offering classes online.

**Old Business:**

Shelby asked for approval of the June Minutes. Lynne Warren gave a motion to approve, Rhonda McLean gave a second motion. All were in favor. There were no comments or discussions.

**Future Meetings:**

Shelby announced that the next meeting would be October 21, 2020. This meeting will be designated as a question and answer discussion. This meeting will also include discussion on goals and strategies moving into the new year.

**Adjournment:**

Meeting adjourned by Chair Ward.